

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING**

June 13, 2019

BOARD MEMBERS

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|------------------|-------------------------|
| Jim Foley | President |
| Michael Toback | Vice President (Absent) |
| Laurel Smith | Secretary |
| Gloria Felcyn | Treasurer |
| Nora White | Director (Absent) |
| Tom Schmidt | Director |
| Jeffrey Klopotic | Director |

OTHERS PRESENT

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|------------------|-------------------------------------|
| Bill Oldfield | Community Management Services, Inc. |
| Chris Burns | Homeowner |
| Katherine Weiss | Homeowner |
| Carolyn Carter | Homeowner |
| Deborah Matheson | Homeowner |
| Kathleen Lautz | Homeowner |
| Andrew Murphy | Homeowner |
| Anna Park | Homeowner |

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:00PM at the association’s clubhouse.

ITEM II – Open Forum

Deborah Matheson presented an architectural change request to replace her windows. Jim Foley reviewed and signed off on the request. The Association Manager asked Deborah Matheson to scan him a copy of the request for the unit file.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from April 11, 2019 Board of Directors meetings. Laurel Smith motioned to accept the regular meeting minutes as presented. Tom Schmidt seconded, and the motion passed unanimously. Gloria Felcyn motioned to accept the executive session minutes as presented. Laurel Smith seconded, and the motion passed

ITEM IV - Committee Reports

A. Financial Report

Gloria Felcyn reported to the Board on behalf of the Subcommittee of the Board. The subcommittee has reviewed all nine of the documents in accordance with California Civil Code 5500 for month ending May 31, 2019.

The Board of Directors reviewed the delinquency report.

Gloria Felcyn discussed the review letter from the accounting company. There were no questions and she signed the document on behalf of the Board

B. Security

- Jeff Klopotic reported on the official Neighborhood Watch meeting for the Vineyards Neighborhood Watch. Kathrine Weiss let the Board know that all paperwork to make the Vineyards Neighborhood Watch was in and the first meeting covered the HOA for 2019.
- Jeff Klopotic reported on Santa Clara County Sheriff's Department site that lists crime reports. He noticed that serious crimes, including the one that happened at Vineyards in May, are not being listed. Jim Foley asked Jeff Klopotic to send the Board a letter regarding the missing information. Jim Foley will send the message on to the Saratoga Mayor and City Council.
- Jeff Klopotic reported there has been a higher than normal number of coyote attacks in Saratoga in the last month.
- Jeff Klopotic reported he has been put in touch with a member of police department who might be able to help with analyzing the vehicle log records.

C. Maintenance

- Laurel Smith brought up a concern about Jim Turke handling the lights.
- Tom Schmidt reported that the fitness room maintenance had been completed.
- Jeff Klopotic reported he added some free weights to the fitness room.
- The mailbox replacement for the Vineyards was discussed. Jim Foley reported he and Michael Toback has done further research and verified that the Post Office owns the mailboxes. Jim Foley brought up an option to change from centralized mail delivery to having mail delivered to each individual unit.
- Jim Foley reported he and Tom Schmidt met with the back flow on Wednesday 5/15. A proposal was supposed to be sent. Jim Foley will follow up.

D. Website/Clubhouse

- Chris Burns reported the pool party would be August 10th.

E. Landscaping

- Chris Burns reported that the breaker that has been broken has been causing issues was still not completely fixed. The landscaper is working around the issue.
- Jeff Klopotic asked about a leak at 19212. Jim Foley the controller will be rewired on Monday and that should correct the issue.
- The Association Manager reported he had reported several issues to Tim Dooling with no response. Chris Burns will follow up with Tim Dooling.

F. Welcoming Committee

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G. Newsletter

- Katherine Weiss has Neighborhood Watch stickers to pass out.
- There has been a higher than normal number of coyote attacks in Saratoga. Please remember coyotes are wild animals and need to be treated as such. Pets and pet food should not be left out overnight.
- Chris Burns will supply information about the pool party

- Reminder that before making any changes to your unit you should check with the Association Manager or Board to see if approval from the Board is required

ITEM V – Association Manager’s Report

A. The Board reviewed the work order history for the past 30 days.

ITEM VI – Correspondences

A. The Board of Directors reviewed the correspondence from the past 30 days.

ITEM VII – Other Business

Noise issues at 19421 were discussed. Jim Foley told the Board he had spoken with the owner who complained, and the noise had settled down, so this issue is being tabled.

Power washing at the Vineyards was discussed. The Board asked the Association Manger to open a work order to have the vendor to contact Laurel Smith.

The missing vent reported by the owner of 19623 was discussed. Jim Foley explained the vents on his unit and Nora White’s unit were both approved and installed at the expense of the homeowner.

The complaint about the gutter drains on 19623 was discussed. Jim Foley explained the drains on all the unit were all installed the same way and no changes will be made.

The requirement for new construction windows was discussed. Jim Foley explained the issues he has seen with retro fit windows. No changes will be made to the policy.

Jim Foley reported is following up with the county bill collector to stop the special assessments bills from being sent. Jeffrey Klopotic is working on getting a refund on the taxes that were paid.

The Board asked the Association Manager to open a work order with Xteria to meet with Jim Foley and Tom Schmidt about a roof inspection.

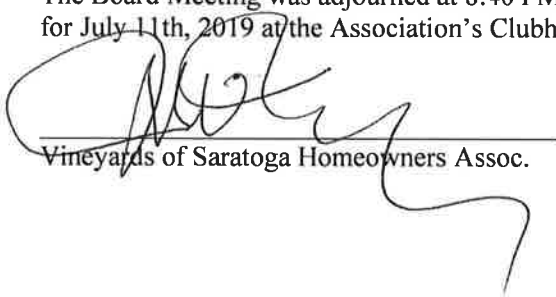
ITEM VIII – Hearings

A hearing for illegal dumping of recycling material by the owner of 19209 was held. Anna Park was present for the hearing. She told me the Board she had thrown the box over the side of the enclosure late at night and may have missed the recycling bin. She was sorry and would not repeat the office.

A hearing for illegal dumping of recycling material by the owners of 19232 was held. The owners were present for the hearing. They explained that they had a lot of boxes and had broken down most of the boxes and put them in another bigger box to conserve space. They assured the Board they would break down all the boxes moving forward.

ITEM – IX adjournment

The Board Meeting was adjourned at 8:40 PM. The next meeting of the Board of Directors is scheduled for July 11th, 2019 at the Association’s Clubhouse.



Vineyards of Saratoga Homeowners Assoc.

11 JUL 19

Date